

TOWN OF MAYNARD

MUNICIPAL BUILDING
195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754

Minutes CPC Meeting – Town Hall January 4, 2017

Members Present: M. John Dwyer; Ellen Duggan; Steve Jones; Rick Leffert; Bill Cranshaw; Tom Hesbach
Members Absent: Randy James

Also Present: Lisa Hanley; Bob Larkin, Exec. Director Maynard Housing Authority; Barry Roche, President, Maynard Youth Soccer; Jim Hines, Friends of Youth Soccer; Jennifer Gaudet, Maynard Public Schools; Dawn Dapello, School Committee; Aaron Miklosko, Director of Public Works

John Dwyer called the Meeting to order at 7:05

ADMINISTRATION:

Minutes of 11/16/16 Meeting

- Motion by John to approve Minutes as Amended. Seconded by Rick. Unanimously approved.

Green Meadow Invoices

- Aaron Miklosko verified invoices are accurate and should be paid.
- **Motion by Rick to sign invoices for payment. Seconded by Steve. Unanimously approved.**
- Lisa Hanley will submit invoices to Deb Mealey for payment.

Discussion of Mike Guzzo's suggestion to create free cash 5th Bucket with Undesignated Fund Balance

- \$69,422.01 discussed at 11/16/16 meeting.
- Unanimously agreed that this money should be distributed to 4 buckets as originally discussed.

PROJECT BUSINESS:

REC030-17

- These are the most used fields in town.
- Per Barry Roche, requesting \$50k now to build up funds so they will ready to execute upon completion of study.
- Arron explained that they have seen Preliminary Summary findings and costs range from \$187k to \$350k. Will know in a couple months the best approach. Need to start earmarking funds.

- Aaron suggested that possible additional sources of funding included CPC, free cash allocation, capital improvement money, grant funding and fund raising.
- Aaron believes this is on the Capital Plan for 2019 (\$250k).
- Ideally would start work in spring 2018. Town will maintain the fields to the best of their ability until then.
- Bill asked about schedule of work. Aaron said should have design and test done in next couple months (end of February).
- Aaron said Operations and Management will oversee the process to ensure all projects are completed.
- Bill asked what other Field Projects on Capital Plan. Per Aaron, they are:
 - Green Meadow Field behind School, \$150K (FY21)
 - Fowler Field (FY19)
 - High School baseball field
 - High School, \$140k (FY20)
 - Alumni Field Stadium, \$350k (FY)
 - Rockland Ave. – no money earmarked
 - Crowe Park – no money earmarked
 - Coolidge Park Field – no money earmarked.
 - No playgrounds on Capital Plan.
 - Rail Trail will be maintained by DPW under Open Space
- Tom pointed out that CPC has historically helped groups build up their funds (i.e. Rail Trail).
- Rick asked Aaron to send anticipated schedule and preliminary information from VHB. Would like to have information before the 2/15 CPC vote.

CH005-17

- Bob Larkin gave background on Powdermill Housing, which was built in 1969.
- Tenants having problems with heavy doors, which are also letting rain water/snow into building and as a result, causing structural damage.
- Unit cannot be made ADA accessible due to multi-level structure.
- Acton and Agawam CPC have supported similar door projects to protect the structural integrity of the building by prohibiting water from getting into the building.
 - Bob Larkin will provide photo evidence of the water entering building and resulting damage.
 - Bob Larkin will also provide a more detailed breakdown of budget.

Veteran's Memorial Park Preliminary Application – REC031-17

- Per a 7/7/14 article on the Community Preservation Coalition website “Open air structures and park-like amenities, such as pergolas, bandstands, pagodas, walkways, monuments, playground equipment...keeping in line with the CPA...so long as those activities take place on land dedicated to recreation”.
- Lisa will notify Bill Nemser that he may submit a Final Application.

OSO019-17

- In letter to the CPC, Michele Grenier (Conservation Administrator/Assistant Planner) stated that price of Winter Street land is valued at \$97,000. Per John, they expect to pay more than this because owner is refusing to sell at this price.

Housing Trust Update by Rick

- A Warrant Article at the May Town meeting is needed to establish a Trust. After the Trust is established, the Board of Selectmen will make appointments.
- Trust documents will be filed with Secretary of State.
- Funds cannot be accepted until the Trust is set up and approved by the Secretary of State. For this reason, Bill stated that he sees no immediate need to give money to the Trust as it will not be established in the near future.
- Ellen suggested that a Grant Agreement should be used as a best practice in the potential award of funds to the Housing Trust. Rick agreed and stated that the Housing Trust members also agree.

Green Meadow Playground Update by Tom

- The next step at the January Meeting is getting funds for drainage and walkways component of project.
- Tom asked for CPC endorsement for Capital Improvement Plan as the next step of the project.

- Per Tom, members from the playground committee will be at the next CPC meeting.
 - **Motion by Tom to Endorse Article 8 at Town Meeting. Seconded by Rick. Unanimously approved.**

Next Meeting: January 18, 2017

Motion to adjourn by Tom. Seconded by Rick. Unanimously approved. Meeting adjourned at 9:45.

Timeline of Dates for May 2017 Town Meeting — FY2017 CPA Proposals:

- October 3, 2016– Preliminary Application due
- Thursday, October 6, 2016 – CPC determines eligibility and notifies applicants
- November 9, 2016 – Final Applications due
- December 7, 2016 – CPC develops questions for proponents
- January 2017– Meetings with proponents and discussion
- February 15, 2017 – **Public hearing and final vote on proposals**

2016-17 Committee Positions:

Chair – John Dwyer
Vice Chair – Rick Lefferts
Treasurer – Steve Jones
Clerk – Open